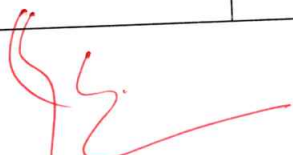


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**MAR ATHANASIOS COLLEGE FOR
ADVANCED STUDIES TIRUVALLA**
ACCREDITED BY NAAC WITH 'A' GRADE

Action Taken Report of the IQAC Meeting held on 5th JUNE, 2017

ACTIVITY	ACTION PLAN	OUTCOME
Academic Activities Evaluation	Evaluation of Academic activities by comparing scheduled activities and activities done in an academic year.	Entrusted the Head of the Departments to produce the schedule of activities proposed to be conducted during the upcoming academic year.
Formation of NAAC Sub-committees	Assigning faculty members to various committees related to NAAC.	Established NAAC Criterion Sub-Committees and identified criterion convenors to coordinate faculty members in report preparation and documentation processes.
Preparation of AQAR	Instructed criterion convenors to prepare the AQAR and submit to IQAC in order to consolidate.	Criterion convenors submitted AQAR to IQAC.
Swachh Bharat Initiatives	Instructed to conduct Swachh Bharat Initiatives in the campus by involving students and faculty members. Advised to conduct awareness programmes.	Swachh Bharat Initiative undertaken on 3/8/2017.
Dotnet & Android Training for MCA Students	Provide 60 hours training on ASP dotnet & Android for MCA students. Update the syllabus based on industry requirements	Employability & Programming Skill Development
Internal Academic Audit	Evaluated the Internal Audit report submitted by the Internal Audit Team on 24 th May 2017	Instructed the HoDs to make necessary changes as per the findings and suggestions given in the Audit Report.


Sd/-

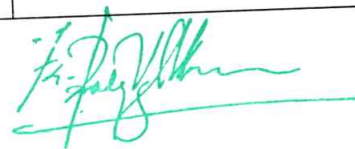
Co-ordinator, IQAC

A Minority Institution of the
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M.G University Approved Re-
search & Development Centre



Courses @ Bio campus
M.Sc Biochemistry, M.Sc Biotechnology
M.Sc Bioinformatics, M.Sc Plant Biotechnology
M.Sc Food Technology & Quality Assurance
M.Sc Phytomedical Science & Technology


Sd/-

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Action Taken Report of the IQAC Meeting held on 14th SEPTEMBER, 2017

ACTIVITY	ACTION PLAN	OUTCOME
SWOC analysis	IQAC directed each department to conduct a department wise SWOC analysis	Performed SWOC analysis and identified the right things and what needs to be changed in each department. It also helped to determine whether the performance of each department matches the vision and mission of the Institution.
MACFAST Knowledge Scheme (MAKS)	Schedule interviews for the students shortlisted after entrance examination.	Interview scheduled and conducted on 23/9/2017.
Extension activities through Radio MACFAST 90.4	IQAC suggested to create a platform that will enable the public to fulfil their needs for dealing with real life situations.	"Vijnaana Veedhi" -It provide answers to the common people regarding the fundamental questions in the areas of Science, Technology and Management. The faculty members use their wide experience and technical knowhow to share their knowledge.
Faculty Development Programme	Instructed to conduct FDP on Effective Teaching Learning	FDP conducted on 14/10/2017. Dr. N. Jayasankaran and Dr. Shakuntala Katre handled the sessions.
Annual Retreat	Suggested to conduct the Annual Retreat	Annual Retreat conducted on 20/10/2017.
National & International Level Seminars, Conferences & Workshops	IQAC directed the HoDs to conduct the feasibility of organizing atleast one International Seminar or Conference a year.	Feasibility study was conducted and identified the subject areas in which seminars to be organized. Identified eminent resource persons and possible dates.



National Workshop	Provide hands-on session on latest technologies.	Two-days National Workshop on" Python Programming" was held on 7th & 8 th December, 2017 which was organized by MACFAST, Tiruvalla jointly with KSCSTE and CSI and UNAI.
Mou and collaboration with Indian Institute of Horticultural Research	Promote research and academics for the students of School of Biosciences	Signed MoU on 8 th January, 2018 2 students have done their dessionation at the Institute



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Co-ordinator, IQAC




Sd/-
Principal



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Action Taken Report of the IQAC Meeting held on 1st MARCH, 2018

ACTIVITY	ACTION PLAN	OUTCOME
Preparation of AQAR 2018-'19	IQAC discussed the observations made by the NAAC Accreditation Committee and matters in AQAR Report 2017. IQAC directed all the Departments to consolidate all the activities, required documents conducted after July 2017.	Information collected regarding activities and plans during the six months after July 2017.
Linking NAAC Documentation Work with API	IQAC decided to include NAAC Documentation works carried out by faculty members into their Performance Appraisal format.	Revised the API format.
Action Plan 2018-'19	Prepare Action Plan for the upcoming academic year.	All the departments submitted individual Action Plan for the coming academic year. IQAC Co-ordinator verified and consolidated the Action Plan
Industrial visit for MBA students outside Kerala	To visit top companies outside Kerala and get to understand the real world of industry.	Students visited manufacturing facilities of UNIBIC biscuits, Karnataka Soaps, Stovekraft, Dairy Day, etc. in Bangalore.
National Conference on "Digitalization in India"	Organise a conference on the theme of digitalisation in India	Organised the national conference on 25 th April, 2018 with paper presentations from faculty members, research scholars, students, etc.

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Co-ordinator, IQAC



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Action Taken Report of the IQAC Meeting held on 26th April, 2018

ACTIVITY	ACTION PLAN	OUTCOME
Extra-curricular Activities	Structure the extra-curricular activities in tune with the university examinations.	Planned and scheduled the extra-curricular activities.
Induction programmes for MBA Students	Decided to conduct "Zero Semester Induction Programme" for MBA students before the commencement of regular classes. Entrusted the head of the department of Management Studies, Dr. Sudeep B Chandramana to schedule the programme.	This methodology helped to provide the new students with necessary information and motivation to ensure their effective integration into the new environment.
Science Club Activities	Reviewed the activities of science club. The meeting suggested to organize a National Conference or Workshop during the month of May or June as a continuation of Science Day Celebrations.	Entrusted the head of School of Biosciences to organize Science Day Celebrations in the upcoming years regularly.
Competitive exam training- KMAT	To offer free coaching on KMAT entrance examination to aspiring MBA candidates	Coaching started on 15 th May 2018. 25 students participated in the 20 hours coaching.

Sd/-

Co-ordinator, IQAC



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Principal